

STATINTL

25 FEB 1977

MEMORANDUM FOR: Chief, Policy and Plans Group

ATTENTION : [REDACTED]

STATINTL

FROM : [REDACTED]

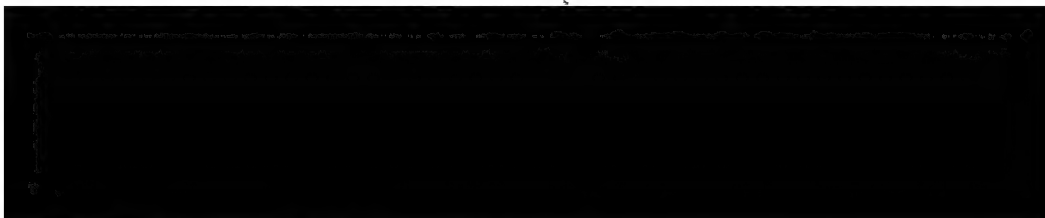
Deputy Director of Security (PSI)

SUBJECT : Routine Administrative Contacts with  
Other Government Agencies

1. Reference is made to your request of 14 February 1977 regarding updating a 1975 study on the above subject.

2. Three activities listed in the 1975 study are PSI functions:

a. Denied Area Reality Briefing to non-USIB  
Agency personnel going on official travel to a  
Bloc country or the Peoples Republic of China.



3. The description of 2,a, is still valid. Agencies involved have been Commerce Department and Coast and Geodetic Survey. Guidance on setting up internal programs of their own were given to DEA and ERDA. Function 2,b has been discontinued and should be deleted. Function 2,c is an ongoing activity.



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**Next 2 Page(s) In Document Exempt**

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# ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Routine Administrative Contacts with Other Government Agencies

FROM:

EXTENSION

NO.

DATE

25 February 1977

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

RECEIVED

FORWARDED

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C/P&PG  
Attn: [REDACTED]

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ROUTING AND RECORD SHEET

SUBJECT: (Optional) Delegation by DDA to Subordinate Levels of Routine Administrative Contacts with Other Government Agencies			
FROM: [REDACTED] PPG, 4E70		EXTENSION 5311	NO. DATE 14 February 1977
TO: (Officer designation, room number, and building)	DATE RECEIVED      FORWARDED		OFFICER'S INITIALS
1. DD/PSI	✓ Comment	20 Feb	<p>As indicated in Attachment A OS is to compile a listing of routine administrative contacts which qualify for delegation of approval authority. Such a list will avoid restriction and confusion associated with [REDACTED] and Annex E of that [REDACTED] the regulation is provided for your convenience and is designated Attachment B.</p> <p>Compilation of the list will be in the nature of a [REDACTED] exercise. In 1975 a related study was completed and is offered for your guidance as Attachment C.</p> <p>In updating the 1975 study, please ensure it is complete and comprehensive, thus permitting the maximum number of contacts will be covered by delegated authority approval. Be specific in citing the basis for an activity and do not make general statements re contacts, i.e., name all agencies involved and avoid terms such as "non-USIB agencies."</p> <p>In your response, ignore E, F, and G of the 1975 study.</p> <p>Please forward your comments to PPG no later than COB 28 Feb. Questions may be directed to [REDACTED] 5311.</p>
2. DD/PTOS	✓ Comment	STATINTL	
3. C/A&TD	✓ no comment		
4. C/IRG	✓ S.A. (no report)	18 Feb	
5. C/SSC	✓ Comment		
6. C/ISSG	✓ Comment		
7. C/SRD	✓ Comment	21 Feb	
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**ADMINISTRATIVE INTERNAL USE ONLY**

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24 FEB 1977

STATINTL

MEMORANDUM FOR: Chief, Policy and Plans Group  
FROM :   
Chief, Security Records Division  
SUBJECT : Delegation of Approval Authority  
REFERENCE : Memo fr EO/DDA dtd 9 Feb 77, DDA 77-0739

Attached are a description of an activity by the Security Records Division for which there is "precedent as to legality and propriety" and a list of Federal Agencies or Departments involved.

Attachments  
As Stated



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**ADMINISTRATIVE INTERNAL USE ONLY**

- I. DIRECTORATE Administration
- II. COMPONENT Office of Security
- III. SUMMARY DESCRIPTION

The Office of Security controls the release of CIA investigative information to authorized representatives of other U.S. Government agencies.

A. DESCRIPTION OF ACTIVITY: Authorized representatives of U.S. Government agencies contact the Office of Security to make inquiry as to whether the CIA has investigative information concerning individuals of interest to them. Security Office and DDO indexes are searched in the respective names; pertinent information is evaluated for security and cover implications; and appropriate information is released to the inquiring agency.

B. LOCATION: Headquarters Building, CIA  
Langley, Virginia

C. ORGANIZATIONS INVOLVED: See attached list.

STATINTL

D. BASIS FOR ACTIVITY: In accordance with Executive Order 10450 and procedural directives of [REDACTED]

E. FINANCIAL COSTS: Salaries of the security staff who man the Headquarters office space used for liaison with other U.S. Government agencies (\$73,676).

F. MANPOWER: Two full-time security officers, a GS-13 and a GS-12, and two clericals.

G. AGENCY EMPLOYEE TO CONSULT: [REDACTED]  
[REDACTED] Deputy Director of Security (Policy and Management), x5861.

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# ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Delegation of Approval Authority

FROM:

C/SRD  
GE-31 HQ.

EXTENSION

NO.

7338

DATE

24 FEB 1977

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

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4E70 HQ. STATINTL

DEADLINE: 28 February 1977

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## ROUTING AND RECORD SHEET

SUBJECT: (Optional) Delegation by DDA to Subordinate Levels of Routine Administrative Contacts With Other Government Agencies				
FROM:		EXTENSION		NO.
Deputy Chief, PhySD				DATE 24 February 1977
TO: (Officer designation, room number, and building)	DATE		OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
	RECEIVED	FORWARDED		
1. C/PhySD	24 FEB 1977	25 FEB 1977	<i>[Signature]</i>	Per your request. You will note that we combined the previous two listings into a single presentation covering both SCI and Agency classified intelligence information.
2. C/OPS/PTOS	25 FEB 1977		<i>[Signature]</i>	
3. DD/PTOS				
4. C/PPG				I question whether our contribution should be included in this exercise as we are engaging in these physical security activities pursuant to the DCI's responsibility to protect intelligence sources and methods and information, and thus have legal basis and authorities for these actions. We are not, therefore, performing services for other government agencies per se.
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| I.   | DIRECTORATE         | Administration     |
| II.  | COMPONENT           | Office of Security |
| III. | SUMMARY DESCRIPTION |                    |

The Office of Security provides the services of a Security Officer to conduct surveys on automatic data processing operations at U. S. agencies and departments receiving sensitive compartmented information from the Agency.

A. DESCRIPTION OF ACTIVITY: An Office of Security professional Computer Security Officer, on an as required basis, conducts surveys and gives security guidance on automatic data processing operations involving Intelligence Information that has been received from the Agency.

B. LOCATION: Within the United States, (including Alaska and Hawaii).

C. ORGANIZATIONS INVOLVED:

Department of Justice  
Drug Enforcement Administration  
National Reconnaissance Office  
Other agencies, as required

D. BASIS FOR ACTIVITY: Executive Order 11905 and implementing directives, regulations, and instructions.

- I. DIRECTORATE Administration
- II. COMPONENT Office of Security
- III. SUMMARY DESCRIPTION

On an ad hoc basis, the Office of Security provides the services of a Security Officer to participate in meetings, seminars, etc., with ~~PERSONNEL~~ numbers of other U. S. agencies and departments involved with automatic data processing.

A. DESCRIPTION OF ACTIVITY: An Office of Security professional Computer Security Officer, on an as required basis, interchanging with representatives of other U. S. agencies and departments ~~on~~ regarding problems relating to secure operation of automatic data processing.

B. LOCATION: Metropolitan Washington, D. C.

C. ORGANIZATIONS INVOLVED:

{ Department of Commerce  
  { National Bureau of Standards  
    { Federal Information Processing Standards  
      { (FIPS) Task Group 15  
        { Federal Automatic Data Processing  
          { Users Group (FADPUB)  
            { National Security Agency  
              { Computer Security Conference

D. BASIS FOR ACTIVITY: Executive Order 11905 and implementing directives, regulations, and instructions.

I. DIRECTORATE

Administration

II. COMPONENT

Office of Security

III. SUMMARY DESCRIPTION

STATINTL

The Office of Security maintains records on U.S. Government and industrial contractor personnel who are security approved and briefed for access to compartmented intelligence information.

A. DESCRIPTION OF ACTIVITY: An Office of Security component maintains computerized records on approximately [REDACTED] U.S. Government and industrial contractor personnel who have been approved and briefed for access to compartmented information. This information is made available upon request to the agencies of the Intelligence Community, non-NFIB Government Agencies and cleared contractors.

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B. LOCATION: [REDACTED]

C. ORGANIZATIONS INVOLVED: The Intelligence Community i.e., CIA, NSA, DIA, State Department, ERDA, Treasury, FBI, Army, Navy and Air Force; 29 non-NFIB U.S. Government Agencies and 665 contractors.

STATINTL

D. BASIS FOR ACTIVITY: The National Security Act of 1947 and DDCI April 1962 memorandum directing the Director of Security, CIA, to establish a special clearance security control center. [REDACTED]

E. FINANCIAL COSTS: The Office of Security component responding to daily internal and external requirements estimates that 38% of these inquiries originate at outside agencies. Last year's cost for service to outside agencies was \$131,138.00. An approximated yearly cost for supplying hard copy printouts from the SPECLE System to outside agencies was \$80,362.00. The total estimated cost for both services was \$211,500.00.

F. MANPOWER: The Office of Security component which services the daily requirements of outside agencies is an eleven person staff (GS 14, 13, 8, two 7s, four 6s and two GS-5s).

G. AGENCY EMPLOYEE TO CONSULT: [REDACTED]  
Deputy Director of Security (Policy and Management), X5861.

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National Aeronautics & Space Administration

National Academy of Science

National Science Foundation

Nuclear Regulatory Commission

Secret Service (of Treasury)

United States Senate

Transportation

United States Information Agency

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D. BASIS FOR ACTIVITY: Top Secret Document

[REDACTED]  
Regulations). DDCI April 1962 memorandum directing the Director of Security of this Agency to establish a Special Clearance Security Control Center.

E. FINANCIAL COSTS: Salary and travel expenses incidental to job performance.

F. MANPOWER: Central Intelligence Agency, Headquarters, indoctrinations are performed, on an as required basis, by a GS-14, and a GS-13.

G. AGENCY EMPLOYEE TO CONSULT: [REDACTED]

[REDACTED] Deputy Director of Security (Policy and Management), x5861.

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### ROUTING AND RECORD SHEET

SUBJECT: (Optional) Delegation by DDA to Subordinate Levels of Routine Administrative Contacts with Other Government Agencies

FROM: [REDACTED] EXTENSION 4525 NO. [REDACTED]  
Information Systems Security Group  
[REDACTED] DATE [REDACTED]

TO: (Officer designation, room number, and building) DATE RECEIVED FORWARDED OFFICER'S INITIALS COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. C/PDB/ISSG 1 Mar GJM

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3. C/ISSG 3/1/77 JH

4.

5. C/PPG

6. Attn: [REDACTED]

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Attached are two responses regarding contacts with other government agencies by our office personnel

[REDACTED]

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